UNITED
NATIONS

ST

Secretariat

ST/IC/1993/20/Amend.1
15 April 1993

INFORMATION CIRCULAR

To: Members of the staff

From: The Director, Office of General Services

Subject: CARD ACCESS CONTROL SYSTEM AT HEADQUARTERS*

1. The purpose of this amendment is to change the effective dates given in paragraphs 1, 3, 5, 6, 11 and 12 of ST/IC/1993/20 dated 30 March 1993.

2. In view of the complexity and time-consuming operation of the replacement exercise of the new identification card, it has been decided to extend to the beginning of July 1993 the date when all persons seeking entrance to the Headquarters complex must be in possession of the new identification card.

3. The revised schedule for the replacement of the card for staff members is as follows:

Staff members whose last names begin with the letters:

A to C	5-16 April 1993
D to H	19-30 April 1993
I to M	3-14 May 1993
N to R	17-28 May 1993
S to Z	31 May-11 June 1993

4. The schedule for the replacement of identification cards for affiliates will be as follows:

Those whose last names begin with the letters:

A to M	14-16 June 1993
N to Z	16-18 June 1993

5. Identification cards for retirees as well as for courtesy-card holders will be replaced at their convenience beginning 14 June 1993.

6. It will also be necessary to extend the effective date for implementation of traffic changes on the service drive between 42nd and 48th Streets to 21 June 1993.

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* Personnel Manual index No. 13126.

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7. The effective date for prohibition of vehicular parking on the west side of the service drive is also extended to 14 June 1993.